

South Dakota State Brand Board AGENDA

**August 14, 2025 - 11:00 a.m. MT
1444 Fountain Plaza Dr., Rapid City SD**

Join Zoom Meeting

<https://state-sd.zoom.us/j/93530050867?pwd=i2qGud1jjWfEVM6Fttvr8JWvqBDS2j.1>

Meeting ID: 935 3005 0867

Passcode: 550563

Or Dial

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Call to Order

Adopt Agenda

Annual Review of Open Meeting Laws

Action Items:

- A. Minutes: July 9, 2025
- B. Financial Report

Reports:

- A. Brand Enforcement
- B. Brand Inspections
- C. Director's Report

Open Comment

Local Inspection Forms – Electronic version

Fiscal Year 2027 Budget

Ad Hoc Meeting Report

Legislation 2026

Schedule Next Board Meeting

Executive Session: SDCL 1-25-2 (1& 3) personnel and legal

Adjourn:

This agenda is subject to change without prior notice.

Notice is further given that any individuals with disabilities who will require a reasonable accommodation to participate in the board meeting should submit a request to the SD Brand Board or 1-800-877-1113 (Telecommunication Relay Services for the Deaf). Please request the accommodations no later than **2 business days prior to the meeting** to ensure accommodations are available.

South Dakota Brand Board
Meeting Minutes
July 9, 2025

The South Dakota Brand Board meet on July 9, 2025, in Rapid City, SD. Members present were Scott Vance, Lyle Spring, Haven Stuck. Members Jake Longbrake and Jarrod Johnson attended the meeting remotely. Brand Board staff and others present were Debbie Trapp, Matt Clair, Adam Masters, Raydelle Sperle, Doris Lauing, Matthew Bogue, Isaac Cadet, Owen Olson, Cheyenne Tant, Farmers Union Representative. Bob Haivala joined the meeting later.

Pres. Vance called the meeting to order.

Motion by Johnson to adopt agenda, second by Spring. Motion carried.

Director Trapp asked for nominations for Brand Board President. Scott Vance was nominated Motion by Johnson that nomination cease and cast unanimous ballot for Vance, second by Spring. Motion carried.

Pres Vance asked for nominations for Brand Board Vice President. Lyle Spring was nominated. Motion by Johnson that nominations cease and cast unanimous ballot for Spring, second by Longbrake. Motion carried,

Motion by Longbrake to adopt the Regular Brand Board Meeting Minutes of the June 5, 2025 meeting, second by Johnson. Motion carried.

Director Trapp presented financial information as of June 30, 2025. Fund Balance - Brand Fund \$3,228,843.08. Brand Inspection Fund \$247,167.57. Theft Prevention Fund - Ownership to be established - \$316,764.87; Unrestricted - \$81,799.30. Motion by Spring to approve Financial Report as presented, second by Johnson. Motion carried.

Brand Enforcement: Investigator Masters reported on the following: Met with Brand Inspection Supervisors - had good discussion on what information should be included on violation reports; Reviewed use of Affidavit for Ownership forms; Scheduled a Sheriff's training meeting for July 16th and will schedule two additional trainings - one in the southern hills area and one in the east side of inspection area. Investigator Olson reported currently has two pending cases and Investigator Cadet reported he currently has one pending case.

Brand Inspection Report: Director Trapp presented the Brand Inspection Report for June 2025 as follows: Livestock Markets - 47,785 head, Locker Plants 556 head, Locals - 40,388 head, Lifetime Horse Permits - 133 head, for a total of 88,862 head. Year to date inspection numbers rank the 5th lowest out of the past seven years. Supervisor Clair reported 2 brand inspectors have been hired in the Faith area and one in the Winner area - they will begin training at the markets.

Pres Vance stated condolences to Marty Williams' family and to Mary Williams, Monte, Misti.

Open Comment: Doris Lauing asked about report of missing unbranded calf and stated that Haven Stuck was selected to receive "Riding for the Brand" award from the Stockgrowers;

South Dakota Brand Board
Meeting Minutes
July 9, 2025

Raydele Sperle invited everyone to Stockgrower's Convention next Monday – Wednesday, thanked Matt Clair for his work on resolving holds and asked about road check schedule.

Supervisor Clair reviewed the Holds which ownership has not been established in over 12 months from date of sale. Motion by Spring to transfer funds from Restricted to Unrestricted in the Theft Prevention Fund for holds BB 462 – Two Calves, Belle Fourche Livestock, \$778.34; BB 497 – Two Steers, St. Onge Livestock, \$989.57; BB 523 – One Older Black Cow, Winner Livestock, \$962.20; BB 517 - One Black Cow, Mobridge Livestock, \$459.72; BB 550 – One Mare, Philip Livestock, \$259.88; BB 603 - One Cow, Martin Livestock, \$551.06; BB 658 - One Cow, St. Onge Livestock, \$621.15; BB 707 – One Black Cow, Mobridge Livestock, \$896.63, second by Vance. Motion carried.

Director Trapp presented the FY 25 Year End Semi Final Total Expenditures as follows: Salaries - \$1,701,134; Benefits - \$401,358; Travel - \$252,359; Contractual Services \$217,328; Supplies & Materials \$64,608; Capital Outlay – \$14,016; Other/Transfers (Brand Fund to Inspection Fund) \$ 550,059. Total \$3,200,861.

SD Bureau of Information and Technology FY 26 rates were discussed.

Pres Vance declared a recess at 12:16 p.m. Pres Vance declared the meeting back in session at 12:30 p.m.

Discussed items for 2026 Legislation. Motion by Spring to submit for further consideration Increase Brand Inspection fee maximum, service fee for local inspections, annual ownership permit for bull breeders – one time inspection and then bulls can be transported outside inspection area at later date, additional fee for ownership inspections at special sales, second by Stuck. Motion carried.

Next Brand Board meeting is set for August 14, 2025, at 11:00 am MT in Rapid City, SD.

Motion by Stuck to enter executive session pursuant to SDCL 1-25-2 (1 & 3) personnel and legal at 12:52 p.m., second by Spring. Motion carried. Came out at 1:54 p.m.

As no other business came before the board, Pres. Vance declared the meeting adjourned.

Scott Vance, President

Debbie Trapp, Executive Director

These minutes were filed for the record on _____.

South Dakota Brand Board

July 31, 2025

	Balance
Brand Fund	\$ 3,227,140.99
	\$ -
Inspection Fund	\$ 185,898.22
Theft Prevention Fund	
Ownership to be established	\$ 318,801.46
Unrestricted	\$ 81,720.16
TOTAL	<u>\$ 3,813,560.83</u>

***INSPECTION FUND** - \$650,000 Transferred In from

Brand Fund \$500,000 and Theft Prevention Fund \$150,000

June 2024 - May 2025

SD BRAND INSPECTION REPORT
Current and Previous Fiscal Year
August 10, 2025

FY2026

MONTH	LIVESTOCK MARKETS	LOCKERS	LOCAL INSPECTIONS	HORSE LIFETIME PERMITS	TOTAL INSPECTED	HOLDS
July - 24	55,116	507	22,928	91	78,642	2,229
August - 24					-	
September - 24					-	
October - 24					-	
November - 24					-	
December - 24					-	
January - 25					-	
February - 25					-	
March - 25					-	
April - 25					-	
May - 25					-	
June - 25					-	
TOTALS	55,116	507	22,928	91	78,642	2,229

FY2025

MONTH	LIVESTOCK MARKETS	LOCKERS	LOCAL INSPECTIONS	HORSE LIFETIME PERMITS	TOTAL INSPECTED	HOLDS
July - 23	52,374	648	29,320	284	82,626	1,301
August - 23	24,844	375	23,952	309	49,480	94
September - 23	40,497	200	41,755	212	82,664	167
October - 23	59,231	291	61,608	146	121,276	402
November - 23	227,786	311	84,744	88	312,929	750
December - 23	163,965	249	65,929	70	230,213	1,120
January - 24	91,587	659	28,385	130	120,761	399
February - 24	95,783	391	43,803	64	140,041	1,439
March - 24	94,904	783	48,613	35	144,335	494
April - 24	69,749	510	41,511	57	111,827	2,173
May - 24	51,717	424	42,784	102	95,027	2,080
June - 24	47,785	556	40,388	133	88,862	2,942
TOTALS	1,020,222	5,397	552,792	1,630	1,580,041	13,361

SD Brand Inspection Report
Inspection History and Averages
August 10, 2025

Year to Date Comparison

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Average
JULY	93,628	75,331	94,457	99,088	78,546	82,626	78,642	86,045
Total	93,628	75,331	94,457	99,088	78,546	82,626	78,642	86,045

BRAND BOARD FY 2027 BUDGET					
Account Description	Actual 2024 Expenses	Actual 2025 Expenses	Fiscal Year 2026 Budget	Increase/ (Decrease)	Total SFY 2027 Reuquest
FULL TIME EMPL SALARY & WAGES	\$ 887,947.00	\$ 935,427.00	\$ 1,150,469.00		\$ 1,150,469.00
PART TIME EMPL WAGES	\$ 749,610.00	\$ 758,238.00	\$ 834,148.00		\$ 834,148.00
BOARD MEMBER WAGES	\$ 3,300.00	\$ 7,470.00	\$ 9,162.00		\$ 9,162.00
OASI-EMPLOYER'S SHARE	\$ 124,844.00	\$ 128,749.00	\$ 147,999.00		\$ 147,999.00
RETIREMENT-ER SHARE	\$ 53,277.00	\$ 55,877.00	\$ 70,238.00		\$ 70,238.00
HEALTH INSURANCE-ER SHARE	\$ 197,788.00	\$ 208,379.00	\$ 276,588.00		\$ 276,588.00
WORKER'S COMPENSATION	\$ 6,713.00	\$ 8,083.00	\$ 9,087.00		\$ 9,087.00
UNEMPLOYMENT COMPENSATION	\$ 426.00	\$ 270.00	\$ 2,102.00		\$ 2,102.00
AUTO-STATE OWNED-IN STATE	\$ 16,179.00	\$ 15,420.00	\$ 24,700.00		\$ 24,700.00
AUTO PRIV (IN-ST.) LOW/RATE	\$ -	\$ 547.00	\$ 600.00		\$ 600.00
AUTO-PRIV (IN-ST.) HIGH/RATE	\$ 178,742.00	\$ 191,145.00	\$ 231,259.00		\$ 231,259.00
LODGING/IN-STATE	\$ 5,185.00	\$ 8,399.00	\$ 5,079.00	\$ 2,000.00	\$ 7,079.00
MEALS/TAXABLE/IN-STATE	\$ 33,942.00	\$ 35,912.00	\$ 35,000.00		\$ 35,000.00
NON-TAXABLE MEALS/IN-ST	\$ 2,750.00	\$ 936.00	\$ 2,750.00		\$ 2,750.00
AUTO-PRIV.(OUT-STATE) L/R	\$ -	\$ -	\$ 600.00		\$ 600.00
AIR-COMM-OUT-OF-STATE	\$ 574.00	\$ -	\$ 5,200.00	\$ (2,000.00)	\$ 3,200.00
OTHER-PUBLIC-OUT-OF-STATE	\$ -	\$ -	\$ 100.00		\$ 100.00
LODGING/OUT-STATE	\$ 1,416.00	\$ -	\$ 2,850.00		\$ 2,850.00
INCIDENTALS-OUT-OF-STATE	\$ 40.00	\$ -	\$ 800.00		\$ 800.00
MEALS/TAXABLE/OUT-ST	\$ -	\$ -	\$ 500.00		\$ 500.00
NON-TAXABLE MEALS/OUT-ST	\$ 458.00	\$ -	\$ 2,600.00	\$ (1,500.00)	\$ 1,100.00
SUBSCRIPTIONS	\$ -	\$ -	\$ 160.00		\$ 160.00
DUES & MEMBERSHIP FEES	\$ 235.00	\$ 200.00	\$ 400.00		\$ 400.00
COMPUTER CONSULTANT	\$ 14,308.00	\$ 17,945.00	\$ 22,975.00		\$ 22,975.00
OTHER CONSULTING	\$ 1,166.00	\$ 357.00	\$ -		\$ -
WORKSHOP REGISTRATION FEE	\$ 289.00	\$ 910.00	\$ 3,250.00		\$ 3,250.00
COMPUTER SERVICES-STATE	\$ 31,710.00	\$ 41,030.00	\$ 38,684.00		\$ 38,684.00
CENTRAL SERVICES - STATE	\$ 103,288.00	\$ 94,748.00	\$ 105,000.00		\$ 105,000.00
EQUIPMENT SERV & MAINT	\$ -	\$ -	\$ 1,400.00		\$ 1,400.00
JANITORIAL & MAINT SERV	\$ 367.00	\$ 377.00	\$ 6,157.00		\$ 6,157.00
LIVESTOCK TESTING	\$ -	\$ -	\$ 150.00		\$ 150.00
ADVERTISING-NEWSPAPER	\$ -	\$ -	\$ 1,100.00		\$ 1,100.00
NEWSLETTER PUBLISHING		\$ 183.00	\$ -		\$ -
EQUIPMENT RENTAL	\$ 1,622.00	\$ 1,795.00	\$ 1,500.00		\$ 1,500.00
MICROFILM & PHOTOGRAPHY	\$ 454.00	\$ 519.00	\$ 400.00		\$ 400.00
RENTS-PRIVATE OWNED PROP.	\$ 29,913.00	\$ 30,000.00	\$ 30,000.00		\$ 30,000.00
TELECOMMUNICATIONS SRVCS	\$ 6,600.00	\$ 7,912.00	\$ 6,950.00	\$ 1,500.00	\$ 8,450.00
ELECTRICITY	\$ 1,245.00	\$ 1,313.00	\$ 2,400.00		\$ 2,400.00
GARBAGE & SEWER	\$ 720.00	\$ 978.00	\$ 900.00		\$ 900.00
WATER	\$ 558.00	\$ 524.00	\$ 600.00		\$ 600.00
HEAT-CONTRACTED	\$ 1,015.00	\$ 1,233.00	\$ 1,550.00		\$ 1,550.00
INS PREMIUMS & SURETY BDS	\$ 8,113.00	\$ 8,000.00	\$ 9,500.00		\$ 9,500.00
FOOD SERVICES	\$ -	\$ -	\$ 950.00		\$ 950.00
BANK FEES /CREDIT CARD FEES	\$ 582.00	\$ 9,153.00	\$ 2,500.00		\$ 2,500.00
OTHER CONTRACTUAL SERVICE	\$ 135.00	\$ 150.00	\$ 750.00		\$ 750.00
OFFICE SUPPLIES	\$ 7,580.00	\$ 6,602.00	\$ 8,125.00		\$ 8,125.00
MAINT & JANITORIAL SUPPL	\$ 385.00	\$ 343.00	\$ 400.00		\$ 400.00
POLICE & SECURITY SUPPL.	\$ 3,747.00	\$ 472.00	\$ 2,500.00		\$ 2,500.00
PRINTING-STATE	\$ 13,533.00	\$ 15,191.00	\$ 11,000.00		\$ 11,000.00
PRINTING-COMMERCIAL	\$ 8,352.00	\$ 12,846.00	\$ 13,500.00		\$ 13,500.00
MICROFILM SUPP & MATERIAL	\$ -	\$ -	\$ 200.00		\$ 200.00
POSTAGE	\$ 10,742.00	\$ 27,496.00	\$ 20,700.00		\$ 20,700.00
ANIMAL CARE SUPPLIES	\$ -	\$ -	\$ 500.00		\$ 500.00
FINISHED SIGNS & DECALS	\$ 1,168.00	\$ -	\$ 250.00		\$ 250.00

Account Description	Actual 2024 Expenses	Actual 2025 Expenses	Fiscal Year 2026 Budget	Increase/ (Decrease)	Total SFY 2027 Reuquest
SAFETY DEVICES	\$ 5,461.00	\$ 976.00	\$ 100.00		\$ 100.00
OPERATING & MAINT SUPPL.	\$ 1,663.00	\$ 683.00	\$ 1,000.00		\$ 1,000.00
OFFICE MACHINES	\$ 320.00	\$ 1,127.00	\$ 1,500.00		\$ 1,500.00
OFFICE FURN & FIXTURES		\$ -	\$ 500.00		\$ 500.00
TELEPHONE EQUIPMENT	\$ -	\$ -	\$ 750.00		\$ 750.00
TELEPHONE EQUIP/STATE RADIOS	\$ 10,846.00	\$ 6,536.00	\$ -		\$ -
AUDIO-VISUAL EQUIP		\$ -	\$ 200.00		\$ 200.00
POLICE & SECURITY EQUIP	\$ 9,489.00	\$ 658.00	\$ 5,000.00		\$ 5,000.00
MISC EQUIPMENT	\$ 1,480.00	\$ 781.00	\$ 6,000.00		\$ 6,000.00
COMPUTER HARDWARE	\$ 4,296.00	\$ 5,907.00	\$ 10,500.00		\$ 10,500.00
COMPUTER SOFTWARE		\$ -	\$ 6,000.00		\$ 6,000.00
OTHER	\$ 149.00	\$ -	\$ 600.00		\$ 600.00
TRANSFER TO INSPECTION FUND	\$ 100,000.00	\$ 550,000.00	\$ -		\$ -
SALES TAX PAYMENTS	\$ 82.00	\$ 59.00	\$ 250.00		\$ 250.00
TOTALS	\$ 2,644,804.00	\$ 3,201,856.00	\$ 3,138,682.00	\$ -	\$ 3,138,682.00